

Personal Leave Quarters

Fiscal Year 2010

Non-Management, Corrections and State Police

Pay Period Beginning	Pay Period Ending	Awarded in Check Date	Please Use By (pay period end)	Please Use By (check date)
July 5, 2009	Oct 10, 2009	10/22/09	July 3, 2010	07/15/10
Oct 11, 2009	Jan 2, 2010	01/14/10	July 3, 2010	07/15/10
Jan 3, 2010	Apr 10, 2010	04/22/10	July 3, 2010	07/15/10
Apr 11, 2010	July 3, 2010	07/15/10	Oct 9, 2010	10/21/10

Note: Personnel Actions documenting successful completion of original probation should be entered timely to ensure the time is made available to the employee before the "Use By" date. Please contact the Employee Benefits Unit with Leave questions 828-0648 or 828-3455.

* These dates do **not** apply to State Police. Please see the State Police Collective Bargaining Agreement for carry-over provisions.